

Session 10-05 a Regular Meeting of the Library Advisory Board was called to order on September 7, 2010 at 6:05 pm by Chair Eileen Faulkner at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBERS FAULKNER, WAGNER, LARSON, SEAMAN

STAFF: LIBRARY DIRECTOR HILL  
DEPUTY CITY CLERK KRAUSE

Due to a technical error in the sound system some of the comments and discussion were not audible for proper transcription by the clerk.

### **APPROVAL OF THE AGENDA**

The agenda was approved by consensus of the Board.

### **PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**

Sandy Stark, city resident, complimented the work the Board has done. She commented on the landscaping improvements being done and is very appreciative of the efforts and felt a rain garden was a great idea. Mrs. Stark stated she attended the Reading Group and suggested the library have a few copies of the book being read available in the library and recommended that there should be a process to suggest books for the reading club.

Library Director Hill responded to Mrs. Stark on where the suggestion box was located in the library.

There were no further comments.

### **RECONSIDERATION**

There were no items for reconsideration.

### **APPROVAL OF THE MINUTES**

A. Regular Meeting Minutes from April 6, 2010.

The minutes were approved by consensus of the Board.

### **VISITORS**

There were no visitors scheduled.

### **STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS**

A. Friends Report

Library Director Hill stated that she missed the last two meetings, but she would be attending the next meeting tomorrow, Wednesday, September 8, 2010. Boardmember Larson commented on the retreat that was held and thanked Library Director Hill for making it happen.

B. Next Friends Meeting - Who will attend? Volunteers Please!

Boardmember Seaman volunteered to attend the meeting tomorrow.

D. Director's Report - September 2010

Library Director Hill stated that Leo Vait volunteered to lead a group of volunteers in re-sealing the circulation desk on Saturday and it was done Sunday. This should last another 15 years. Boardmember Larson suggested using a picture of the floral cabbage, as they were just stunning, on the website as it was stunning right now.

There was no further discussion.

E. Monthly Statistics – August 2010

Library Director Hill distributed the statistics.

A brief discussion was held noting the increases in most of the areas in the report. The overall attendance was going to exceed 2009. The funding received from the Rasmussen Foundation was used to add to the collection. Chair Faulkner commented "build it and they will come."

There was no further discussion.

F. Landscape Committee Report

Boardmember Larson commented on the status of the garden and plants where the snow and sand material is plowed. She noted that it is having an adverse effect on the underlying plants. Library Director Hill will speak with Public Works to see if other arrangements can be made for placement of the plowed snow/sand.

There was further discussion on various issues such as relocating the rose bushes, how much more additional work to take on; performing another grounds walk before snow fall; creating and establishing a master landscaping plan for the library grounds; establishing what areas are to remain in a semi wild state and which areas will be manicured; vegetation hampering line of sight; landscaping meeting scheduled for September 22, 2010 at noon at the library. Boardmember Larson will ask if Ms. Adams can attend the meeting also.

There was no further discussion.

G. Arts Committee

Chair Faulkner commented on the art being displayed in the Children's Room was submitted from Teshio, Japan our sister city. The rotating artist is Dick Sanders. His art is very bright and colorful. Contact has been made with the Pratt Museum to obtain artwork from them again. Library Director Hill explained that the previous museum director wanted a leave with a clean slate and removed all the donated artwork from the library. Efforts are being made to get these donations back to fill the empty spots.

There was no further discussion.

**PUBLIC HEARING**

There were no items for public hearing.

## **PENDING BUSINESS**

### **A. Library Capital Projects – Update on Energy Efficiency Measures**

Library Director Hill reported that Mr. Bill Smith has been contracted. There have been two site visits and work will begin soon on the project. She should have something to report at the October meeting. There was a brief discussion among the Boardmembers regarding the current management company giving or relinquishing control of the HVAC and lighting systems.

There was no further discussion.

### **B. Library – Comments, Responses, Issues, and Challenges**

Chair Faulkner commented that the biggest challenge was recruiting new members. There were no suggestions on new recruitment tactics. It was noted that this was the longest period the Board has not had full membership.

There was no discussion.

### **C. Review and Update Library Policies and Procedures**

Library Director Hill distributed sections of the policies that required little or no updating. She stated that it would be easier to distribute the sections as completed and the Board could review them and a discussion could be entertained on the completed revisions. She has reviewed and compared the existing policies of other libraries in the state and also in comparable cities in other states in making the revisions.

Boardmember Larson recommended reviewing the sections handed out and then at the following meeting voice approval. She believed it would be easier to digest the document a bit at a time.

Library Director Hill responded that she is almost done with the new library card policy, circulation policy, which is very different from existing policy. It explains a number of things such as circulation of a book versus a video. Library user conduct is in review with the city attorney and may be completed fairly soon. The last policy to be reviewed and addressed will be the collection development policy. This one has a lot more to it and she expects to take a bit longer to review and revise. She has noticed a trend that other libraries are simplifying their collection policies.

There was no further discussion.

## **NEW BUSINESS**

### **A. FY 2011 Budget (1) Rain Garden Draft Agreement**

Library Director Hill stated that the initial budget request for FY2011 was submitted to the City Manager and Finance Director. She expects meeting with them soon and should have a draft budget before them at the next meeting. Chair Faulkner inquired if there was indication of the budget compared to last year. Ms. Hill responded that little is being said and believes they are waiting for the when the third quarter sales tax figures come in at the end of September, this will determine the overall budget.

Ms. Hill stated she has requested additional hrs for the part time employees and bumped up training budget which is vital to doing their jobs. Other than that the budget is the same as last year.

Library Director Hill asked for comments on the draft proposed agreement with the Homer Soil & Water Conservation District. Boardmember Larson commented on the added burden of maintenance to the volunteers. Boardmember Wagner responded that once established there should be minimal maintenance

required. She recommended asking the Garden Club or another such organization if they would be interested in that project. Library Director Hill will bring this up at the Friends meeting and will confirm the site selection for the proposed rain garden. Boardmember Seaman recommended that this would be better addressed on the planned walk through.

There was no further discussion.

### **INFORMATIONAL MATERIALS**

- A. Directors Report for July 2010
- B. Ordinance 10-34, Amending the FY2010 operating Budget by Appropriating \$14,000 from the Library Project Fund for Energy Efficiency measures at the Library.

There was no discussion on the informational materials.

### **COMMENTS OF THE AUDIENCE**

There was no public present.

### **COMMENTS OF THE CITY STAFF**

Library Director Hill stated there is a volunteer working with the newspapers and they will be recycled.

Deputy City Clerk Krause thanked the Library for taking the collection of newspapers that had been archived in the City Hall Library. It has given them so much more room that was desperately needed.

### **COMMENTS OF THE COUNCILMEMBER** *(If one is assigned)*

None.

### **COMMENTS OF THE CHAIR**

Chair Faulkner thanked everyone for being in attendance.

### **COMMENTS FROM THE BOARD**

Boardmember Larson wanted to extend a warm thank you to all the work that Ms. Hill that she does, and cannot think how they would ever replace her.

Boardmember Wagner and Seaman had no comments.

### **ADJOURNMENT**

There being no further business to come before the Board Chair Faulkner adjourned the meeting at 7:42 p.m. The next Regular Meeting is scheduled for October 5, 2010 at 6:00 pm in the Conference Room Upstairs in City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

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Renee Krause, Deputy City Clerk I

Approved: \_\_\_\_\_